Project Managers' Advisory Group

MINUTES
November 20, 2006

Attending:

Sharon Hayes	EPMO
Bob Giannuzzi	EPMO
John McShane	EPMO
Barbara Swartz	ITS
Jim Tulenko	ITS
LaQuita Hudson	ITS/ES
Steve Tedder	EPMO
Todd Russ	ITS
Patricia Thames	ITS
Jesus Lopez	ITS
Vicky Kumar	DOT
Cheryl Ritter	DOT
Carol Morin	DOC
Charles Fraley	DHHS/DIRM
Lynne Beck	DMH/DD/SAS
Bruce Humphrey	NCCCS
Chris Cline	NCCCS
David Prince	DOJ

Bob Giannuzzi welcomed everyone to the meeting and asked first-time participants to introduce themselves (none).

Bob called for approval of the October minutes. **Carol Morin** submitted her corrections. **Bob** stated that he will revise the minutes, pass them by **Carol**, and then post them as approved.

NCPMI news was covered next. **John McShane** advised that Joe Lithgo would be giving a presentation on ITIL at the Public Sector LIG meeting on December 7th. In February, **Steve Tedder** will talk on Earned Value. **Vicky Kumar** informed that registration is still open for the Professional Development Days seminars to be held November 30 to December 1st. **Sharon Hayes** reminded everyone that this information is available via a link on the EPMO webpage.

Bob Giannuzzi called for updates from the Task Groups.
- *Monthly Status Reporting* **Steve Tedder** reported that alternative jelly bean criteria and simplification of reporting are being reviewed.
- *Workflow* **Jesus Lopez** reported a recurrent interest in eliminating a gate and a greater emphasis on planning.
- *PM Tools* **Charles Fraley** reported that this team will be meeting with DOT soon to view a demo of a SAP project scheduling tool.
- *Methodology* **Charles Fraley** stated that resource planning and cost templates were sent out for review. Training will follow after approval.
- *PM Promotion & Education* **LaQuita Hudson** informed that their group was looking into identifying agency training requirements.

- *Earned Value* **Steve Tedder** provided unfavorable feedback after review of DoD EV standards. **Sharon** suggested that this group's activity be tabled
- *Mentoring & Training* Bob provided feedback on DOL's apprenticeship program and mentoring programs in NY and ND. These type endeavors would require a great deal of resource. **Sharon** suggested that this group also be closed out and revived when appropriate.

Bob Giannuzzi passed out the following information on upcoming teleconferences of interest to the PM Advisory Group. **Sharon Hayes** informed that the PM Executive Council has launched a new website. She encouraged everyone to take a look at the website, since there was much information to benefit PMs. She also informed that she would be attending the PM Executive Council Member's Forum in December. She said they would be talking about our workflow, as they seem to like the process. She also said she had a call from the newly formed EPA PMO, who said they liked what we do. They have extended an invitation to meet with them.

Organization/website	Contacts	Upcoming Calls
http://www.nascio.org/ nascioCommittees/ projectManagement	Elizabeth VanMeter 859/514-9176 evanmeter@AMRms.com Access *888/272-7337 conference ID 7544292#*	December 5 (3:00) **Maturing Portfolio Management**
PMO Executive Council http://www.pmo. executiveboard.com/ PMOEC/1,3241,,00.html	Register at website	December 13 (12:00) **Maximizing the Use of Scarce Resources**
CIO Executive Council http://www.cio. executiveboard.com/	Register at website	November 29 (7:00 AM) **Embedding IT Project Execution Discipline**
Application Executive Council http://www.aec. executiveboard.com/	Register at website	November 30 (11:00) **Agile Development Methods: Lessons Learned**
Infrastructure Executive Council http://www.iec. executiveboard.com/	Register at website	December 12 (11:00) **Retirement Strategies to Manage Platform Complexity**
Information Risk Executive Council http://www.irec. executiveboard.com/	Register at website	November 30 (6:00 PM) **Identity Management I and II - Recapping the Series** December 19 (11:00) **Technology-Driven Controls II: Digital Rights Management**

Enterprise Architecture Executive Council http://www.eaec. executiveboard.com/	Register at website	December 13 (12:00) **EA Metrics for Foresight and Business Value**

Bob reported that the Project Manager Review template on the EPMO website http://www.epmo.scio.nc.gov/ under Project Approvals and Reporting has been updated.

John McShane talked about the Requirements course scheduled for December 5th – 8th, 2006. He said there were 24 students signed up. He informed that there will be a class at the beginning of February on how to do a quality RFP. The prerequisite for this class will be the course in December. **John** did say that there is a waiting list for the course, but encouraged agencies who had not signed up to contact him if interested. He said the per seat cost for the course is less than $900.

Jim Tulenko spoke of upcoming configuration changes in the PM Tool. Task Group recommendations are being taken into consideration. He said that except for some work with Expansion Budget Requests there is not much new to report. He did say that there is one more training class scheduled between Thanksgiving and Christmas.

Bob again asked for agencies to volunteer sharing information on Lessons Learned.

Chris Cline of NCCCS gave a presentation on his agency's application of Windows SharePoint Services as a communication vehicle.

Vicky Kumar then briefed the group on PMI's new Standard for Program Management and the PgMP Credential.

Meeting adjourned at 4:25 pm.